

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V

Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	BICOL AGRI-MACHINERIES FABRICATOR INC.	PO. No.:	COL No. 2025-035
Address:	Zone 5 Tabuco, Diversion Road, Naga City	Date:	April 29, 2025
Contact No.	09175027684	Mode of Procurement:	Lease of Real Property and Venue (53.10)
Gentlemen:	Please furnish this Office the following articles subject to the terms and conditions contained herein:	Payment Term:	30-60 Calendar Days from Receipt of SOA/Billing
		Delivery Term:	As specified below
Place of Delivery:	Naga City, Camarines Sur	For Delivery Schedule and Queries	0963-698-4404
Date of Delivery:	As specified in the contract.	Please Contact C.M.U:	

Item No.	Unit		Quantity	Unit Cost	Amount
		OFFICE SPACE RENTAL FOR AICS NAGA SATELLITE OFFICE FOR THE PERIOD OF MAY - DECEMBER 2025			
	month	OFFICE RENTAL Requirements: 1. Must be located within the city proper or business center 2. Should have convenient access to public transportation and essential services 3. Minimum floor area of 200 sq. m. 4. With designated enclosed office space for administrative use and storage area 5. With adequate client's waiting area, secured, comfortable and protected from weather 6. With sufficient Airconditioned units 7. With adequate electrical load capacity for office equipment and operations 8. With adequate outlets distributed within the office/ transaction area 9. With electrical outlets available in the clients waiting area 10. Well lit interior with sufficient lighting fixtures to ensure a conducive work environment 11. Secured premises and lockable entry points 12. with adequate parking space for office vehicles 13. Well painted, clean and ready for occupancy upon lease agreement 14. With separate CR for staff and clients/ access to communal CR within the building 15. Separate utility meters for power and water consumptions 16. No downpayment or advance payment required 17. Fire exit door/s should be readily accessible in compliance to the fire safety requirements This encompasses all requirements, provisions and conditions specified in the attached Terms of Reference This encompasses all requirements conformed in the Request for Quotation (RFQ) and Checklist End-User Requirements for Venues and Accommodation for DSWD Activities. In the event of fortuitous events or other circumstances leading to a reduced number of participants, adjustments will be made either prior to the activity or in the subsequent days, in coordination with the End-User.	8	110,000.00	880,000.00
Total Amount in Words:		Eight Hundred Eighty Thousand Pesos and No Centavos	GRAND TOTAL		880,000.00

CONDITIONS:

LIQUIDATED DAMAGES: One-Tenth Of One Percent (0.001) of the cost of the unperformed portion of the contract for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the DSWD FOV may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

The Supplier/Contractor acknowledges and agrees that any acts falling under Section 65 (Offenses and Penalties) and Section 69 (Imposition of Administrative Penalties and Blacklisting) of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (Government Procurement Reform Act), as well as other relevant procurement laws and regulations, shall subject the Supplier/Contractor to blacklisting, administrative, civil, and/or criminal liabilities in accordance with applicable laws and regulations.

Conforme:

BICOL AGRI-MACHINERIES FABRICATOR INC.

Signature over Printed Name of Supplier

Date: MAY 01 2025

NORMAN S. LAURIO

Regional Director

Funds Available:

WENDY G. RANCES

Accountant III

ORS No.:

Amount:

25-06-06280

880,000.00